



CITY OF TERRELL
P.O. Box 310~201 E. Nash
Terrell, TX 75160
Ph (972) 551-6606 / Fax – (972) 551-6677

CERTIFICATE OF OCCUPANCY APPLICATION

(ALL INFORMATION MUST BE COMPLETED)

Business Name: _____ Business Phone: _____
(Doing business as)

Business Address: _____

New Business Ownership Change Business Name Change CO to show

Proposed Use: _____

Remodel: Yes () No () Description: _____

Tax ID# _____ Obtain Certificate by: () Mail () Pick up

Business Owner Information:

Name: _____ Phone: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Property Owner Information:

Name: _____ Phone: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Does your Business involve storage, sale, or use of the following:

- Flammable or combustible Liquids (10 gal. or more) Yes () No ()
- Alcohol Sales/ on-site consumption Yes () No ()
- High piled storage of combustible items Yes () No ()
- Dust producing equipment or materials Yes () No ()
- Compressed gasses or Lp Gas Yes () No ()
- Explosives, Ammunition or Fireworks Yes () No ()
- Magnesium or Paint/Flammable Materials Yes () No ()
- Poisonous or Hazardous Chemicals or Acids Yes () No ()

DEPARTMENT USE ONLY

Zoning: _____ Zoning Checked By: _____ Date Paid \$100.00 _____

Inspector: _____ Approved () Denied () Parking Required: _____ Plan Review: _____

Occupancy Load: _____ No. of Exits Required: _____ Construction Type: _____

Backflow Protection: Yes () No () Asbestos: Yes () No () C.O. Permit #:

Grease Trap: Yes () No () Capacity: _____ Fire Sprinkler: Yes () No ()

Industrial Waste Form: Yes () No () Health Inspection Required: Yes () No ()

(Note: This form is subject to Open Records Requests)

Requirements for C/O Inspections

(covers most cases)

BUILDING INSPECTOR:

- RPV Valve
- Water heater having thermal expansion tank
- Electrical panel that is sealed, labeled, intact, and grounded
- Health and hazard issues
- All equipment for business in place

FIRE MARSHAL:

- 5 lb. ABC tagged fire extinguisher (minimum of one)
- Address numbers readable from road
- Exit signs (occupants of more than fifty people)

HEALTH INSPECTOR:

Restaurant -

- All of the above
- Tagged fixed hood system (grease laden vapors)
- 20 rated BC portable fire extinguisher or Special K (grease laden vapors)
- Occupancy Content
- Grease Trap Ordinance Compliance Required

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## DEPARTMENT USE ONLY:

*Building Inspector:*

*Pass/Fail:* \_\_\_\_\_ *Date:* \_\_\_\_\_ *Signature:* \_\_\_\_\_

*Fire Marshal:*

*Pass/Fail:* \_\_\_\_\_ *Date:* \_\_\_\_\_ *Signature:* \_\_\_\_\_